

North Dakota Department of Transportation-DBE

NEWSLETTER

— For the September 13, 2019 Bid Letting —

In this issue:

Upcoming Events Pg. 1

Article Pg. 2

Quick Tips Pg. 4

Contractor Ads Pg. 5

Training Resources Pg. 8

Welcome new DBEs!

Bulk Fest, Inc DBA Loadbar - TN

www.loadebar.com

Comentia, LLC - WI

www.comentia.com

NDDOT
North Dakota
Department of Transportation

Upcoming Events

**Sept
11**

What Would Bill Murray Do?

Wednesday, September 11, 2019

11:30am - 1:00pm

Courtyard by Marriott, Moorhead, MN

[Learn more >](#)

**Sept
12**

Economic Development Focus Roundtable:

Electronic Vehicle Infrastructure & Opportunities

Thursday, September 12, 2019

11:15am - 11:30am

Bismarck Mandan Chamber EDC, Bismarck, ND

[Learn more >](#)

**Sept
17**

Exit Strategy SOS - Selling or Succession

Tuesday, September 17, 2019

8:30am - 10:00am

NDSU Research & Technology Park

[Learn more >](#)

**Sept
18**

Boots to Business GFAFB

Wednesday, September 18, 2019

8:30am - 4:00pm

Grand Forks Air Force Base, Grand Forks, ND

[Learn more >](#)

The North Dakota Department of Transportation (NDDOT) will consider every request for reasonable accommodation to provide:

- An accessible meeting facility or other accommodation for people with disabilities
- Language interpretation for people with limited English proficiency (LEP)
- Translations of written material necessary to access NDDOT programs and information.

To request accommodations, contact Paula Messmer, Civil Rights Division, NDDOT at 701-328-2978 or civilrights@nd.gov TTY users may use Relay North Dakota at 711 or 1-800-366-6888.

Contacts

Civil Rights Division

Ramona Bernard

Director

(701) 328-2576

rbernard@nd.gov

Amy Conklin

DBE Program Administrator

(701) 328-3116

aconklin@nd.gov

DBE Supportive

Services Consultant

Project Solutions, Inc.

Denae Johnson

1930 Burnt Boat Dr.

Bismarck, ND 585013

(701) 214-5775

dbe@projectsolutionsinc.com



Project Solutions Inc.

Who we are and what we do

Our vision at Project Solutions Inc. (PSI) is to provide solutions that can positively change communities across the world. We are a full-service Economically Disadvantaged Woman Owned Small Business (EDWOSB), certified Disadvantaged Business Enterprise (DBE), and a graduate of the Small Business Administration (SBA) 8(a) program.

PSI produces quality outcomes for our clients by utilizing proven project management techniques centered on three main goals: quality, schedule, and cost. Our clients include small businesses; non-profit organizations; company boards; and city, state, federal, and tribal government agencies.

From designing, constructing, and inspecting building projects, to providing oversight and staff for a variety of facilities, to helping businesses of all kinds determine and shape their future, no project is too big or too small for us to handle. With an appreciation of the diversity of our customers, our mission is to provide outstanding project management services throughout the engineering, construction, facilities, and business development industries.

The Team

Our company culture is one of diversity and innovation. Our diversity allows team members to work to their strengths, and our innovation allows us to encourage new solutions and thinking. We stress the importance of continuous improvement and striving for excellence rather than perfection. We believe in honesty, accountability, and integrity. We are able to learn from our experiences, grow from our challenges, and use them to strengthen each of us. Each of us takes responsibility to ourselves, our co-workers, and our customers to be responsive to their needs. These traits allow us to relate to each other and continuously improve the quality of services we provide.



Sandy Burns, President and CEO, founded Project Solutions, Inc. in 2000. She holds a bachelor's degree in Chemical and Petroleum Refining Engineering and has 30 years of experience managing projects across the United States and internationally.



Greg Hansen, CFO, holds a Master of Business Administration (MBA) degree and a Bachelor of Science in Business Administration and Accounting. He has 35 years of financial and accounting systems management for both small businesses and nonprofit organizations.



Kathlene Thurman, Director of Business Development, holds a master's degree in management and has over 24 years of experience in business development, identifying financial opportunities and building long-term relationships with individuals to increase company revenue and maximizing profits.



Denae Johnson, DBE Project Coordinator, holds bachelor's degrees in Criminal Justice and Psychology and a Graduate Certificate in Public Administration. She has excellent project management skills and currently serves as DBE Program Coordinator for the SDDOT and NDDOT DBE programs.

Our Services

Project Solutions Inc. has been contracted by North Dakota Department of Transportation to facilitate the DBE Support Services Business Development program. The program enhances the growth and development of under-utilized Disadvantaged Business Enterprise firms by providing group training seminars, webinars and individualized assistance as needed that will improve the overall business operations of DBE firms.

Some of the training seminars and individual assistance PSI can provide:

- **DBE CERTIFICATION APPLICATION ASSISTANCE** - Learn how the DBE program can benefit your business. Our staff can assist you in the completing the application and answer any questions during the process.
- **ACCOUNTING SYSTEMS ASSESSMENT FOR CONTRACTORS** - The team will review the settings and structure of your system and offer guidance on best practices for your business. Programming payroll for job costing, equipment cost tracking, and budgets by project are examples of the components reviewed.
- **ADVANCED EXCEL AND QUICKBOOKS** - Learn how to use the advance features of Excel and Quickbooks.
- **PRICING METHODS, FORMULAS, BENCHMARKS AND BIDDING STRATEGIES** - Components include instruction on calculating a firm's overhead rate, true cost of labor, and equipment costs, using budget versus actual job costs information.
- **BONDING AND BANKING** - Learn how the various sources of capital evaluate your business and what changes your firm may need to increase its bonding or banking capabilities.

- **PLANS READING** - Assistance is available to help firms interpret a set of construction plans and decide what portions could be completed by their firm.
- **JOB COST SYSTEM CAPABILITIES** - Tracking production activity on each job site is essential for contractors, engineers, and all firms doing project-based work. Capabilities must include timekeeping by task, posting transactions to the accounting system by job, and job cost tracking.
- **DBE FEDERAL REGULATIONS** - Learn more about the special provisions, goals, and specific details of the federal regulations governing the program.

Training Opportunities

Our first group training session is scheduled for Tuesday, October 29, 2019 in Fargo. Please watch in September newsletter for registration and topic information. If you have any questions, please contact Project Solutions Inc.

Webinar Training Opportunities

PSI is working on a new platform for providing online access for webinar and recorded group training sessions. Our hope is to have this completed by the September newsletter, please watch for further information.

Contact Information

For any questions or to schedule individual assistance contact:
nddb@projectsolutionsinc.com

Quick Tips!

Social Media, what do I post?

Social media can be a bit daunting at first. How often do I post? Where should I post? and What should I post? A few quick tips for getting started:

1. **Know your audience.** As far as demographics go the breakdown of social media channels can [be found here](#). If there is a specific group of people you want to reach that only 5% of are on Snapchat, it may be best not to spend your time or energy on it. Find the platform that is best for you.
2. **Be seen.** No, you don't have to post 5 times a day if you don't want to. But a good rule is to try and be consistent. If you post 20 times in one day and then nothing for a few weeks that can cause confusion for your audience.
3. **Create and cultivate.** You don't have to create all of your content. While you should share photos and blog posts you write you can also share relevant articles from other sources. This shows you are staying up to date on the latest news to your industry.

Advertisements

Newsletter advertisements are due to the Civil Rights Office Fifteen (15) Business days prior to each bid opening by 12:00p (CT):

- **Thursday, September 26, 2019** (for October 11, 2019 Bid Opening)
- **Thursday, October 24, 2019** (for November 8, 2019 Bid Opening)

Submit the required information online at: <https://apps.nd.gov/dot/cr/csi/login.htm>

Quoting opportunities for the September 13, 2019 bid opening at 09:30 am

BITUMINOUS PAVING, INC. - PO BOX 6, ORTONVILLE, MN 56278, is seeking quotes on any and all items or materials within the scope of the project(s) on job number(s) 1 for the September 13, 2019 NDDOT Bid Opening to be held at 09:30 AM. We will assist you in interpreting plans and specifications, preparing proposals, provide advice to obtain bonding and insurance, project scheduling, pit information (location, length of haul, type of road, etc.) method of measurement (seeding by the mile or acre, hauling by the ton-mile or by the hour, etc.), expected overtime, payment schedule, items of work included in the quote or any other project related issues. BITUMINOUS PAVING, INC. will be accepting quotes up until deadlines as specified in the DBE Special Provisions for this letting. You can email your quotes to billb@bpimn.com or fax your quotes to 320-273-2120. To speak to someone in our office regarding quoting please contact Bill Bajari at 320-273-2113. Any and all disadvantaged businesses are encouraged to submit a quote. BITUMINOUS PAVING, INC. is an Equal Opportunity Employer.

BORDER STATES PAVING, INC. - PO BOX 2586, FARGO, ND 58108, is seeking quotes on any and all items or materials within the scope of the project(s) on job number(s) 1 for the September 13, 2019 NDDOT Bid Opening to be held at 09:30 AM. We will assist you in interpreting plans and specifications, preparing proposals, provide advice to obtain bonding and insurance, project scheduling, pit information (location, length of haul, type of road, etc.) method of measurement (seeding by the mile or acre, hauling by the ton-mile or by the hour, etc.), expected overtime, payment schedule, items of work included in the quote or any other project related issues. BORDER STATES PAVING, INC. will be accepting quotes up until deadlines as specified in the DBE Special Provisions for this letting. You can email your quotes to quotes@borderstatespaving.com or fax your quotes to 701-251-2236. To speak to someone in our office regarding quoting please contact Luke Wiese at 701-252-5071. Any and all disadvantaged businesses are encouraged to submit a quote. BORDER STATES PAVING, INC. is an Equal Opportunity Employer.

CENTRAL SPECIALTIES INC. - 6325 COUNTY ROAD 87 SW, ALEXANDRIA, MN 56308, is seeking quotes on any and all items or materials within the scope of the project(s) on job number(s) 1 for the September 13, 2019 NDDOT Bid Opening to be held at 09:30 AM. We will assist you in interpreting plans and specifications, preparing proposals, provide advice to obtain bonding and insurance, project scheduling, pit information (location, length of haul, type of road, etc.) method of measurement (seeding by the mile or acre, hauling by the ton-mile or by the hour, etc.), expected over-

time, payment schedule, items of work included in the quote or any other project related issues. CENTRAL SPECIALTIES INC. will be accepting quotes up until deadlines as specified in the DBE Special Provisions for this letting. You can email your quotes to quotes@centralspecialties.com. To speak to someone in our office regarding quoting please contact Alex Sweep at 320-762-7289. Any and all disadvantaged businesses are encouraged to submit a quote. CENTRAL SPECIALTIES INC. is an Equal Opportunity Employer.

DUININCK INC - PO BOX 208, PRINSBURG, MN 56281, is seeking quotes on any and all items or materials within the scope of the project(s) on job number(s) 1 for the September 13, 2019 NDDOT Bid Opening to be held at 09:30 AM. We will assist you in interpreting plans and specifications, preparing proposals, provide advice to obtain bonding and insurance, project scheduling, pit information (location, length of haul, type of road, etc.) method of measurement (seeding by the mile or acre, hauling by the ton-mile or by the hour, etc.), expected overtime, payment schedule, items of work included in the quote or any other project related issues. DUININCK INC will be accepting quotes up until deadlines as specified in the DBE Special Provisions for this letting. You can email your quotes to estimator@duininck.com. To speak to someone in our office regarding quoting please contact Kristopher Duininck at 320-978-6011. Any and all disadvantaged businesses are encouraged to submit a quote. DUININCK INC is an Equal Opportunity Employer.

EDLING ELECTRIC, INC - PO BOX 1456, BISMARCK, ND 58502, is seeking quotes on any and all items or materials within the scope of the project(s) on job number(s) 2 for the September 13, 2019 NDDOT Bid Opening to be held at 09:30 AM. We will assist you in interpreting plans and specifications, preparing proposals, provide advice to obtain bonding and insurance, project scheduling, pit information (location, length of haul, type of road, etc.) method of measurement (seeding by the mile or acre, hauling by the ton-

mile or by the hour, etc.), expected overtime, payment schedule, items of work included in the quote or any other project related issues. EDLING ELECTRIC, INC will be accepting quotes up until deadlines as specified in the DBE Special Provisions for this letting. You can email your quotes to james@edlingelectric.com or fax your quotes to 701-255-2835. To speak to someone in our office regarding quoting please contact James Ruud at 701-595-7570. Any and all disadvantaged businesses are encouraged to submit a quote. EDLING ELECTRIC, INC is an Equal Opportunity Employer.

KNIFE RIVER MATERIALS - PO BOX 40, BEMIDJI, MN 56619, is seeking quotes on any and all items or materials within the scope of the project(s) on job number(s) 1 for the September 13, 2019 NDDOT Bid Opening to be held at 09:30 AM. We will assist you in interpreting plans and specifications, preparing proposals, provide advice to obtain bonding and insurance, project scheduling, pit information (location, length of haul, type of road, etc.) method of measurement (seeding by the mile or acre, hauling by the ton-mile or by the hour, etc.), expected overtime, payment schedule, items of work included in the quote or any other project related issues. KNIFE RIVER MATERIALS will be accepting quotes up until deadlines as specified in the DBE Special Provisions for this letting. You can email your quotes to subquotes@kniferiver.com or fax your quotes to 855-225-5264. To speak to someone in our office regarding quoting please contact Josh Weickert at 218-751-5413. Any and all disadvantaged businesses are encouraged to submit a quote. KNIFE RIVER MATERIALS is an Equal Opportunity Employer.

MAIN ELECTRIC CONSTRUCTION, INC. - 2626 VALLEY ST. P.O. BOX 936, MINOT, ND 58702, is seeking quotes on any and all items or materials within the scope of the project(s) on job number(s) 2 for the September 13, 2019 NDDOT Bid Opening to be held at 09:30 AM. We will assist you in interpreting plans and specifications, preparing proposals, provide advice to obtain bonding and

insurance, project scheduling, pit information (location, length of haul, type of road, etc.) method of measurement (seeding by the mile or acre, hauling by the ton-mile or by the hour, etc.), expected overtime, payment schedule, items of work included in the quote or any other project related issues. MAIN ELECTRIC CONSTRUCTION, INC. will be accepting quotes up until deadlines as specified in the DBE Special Provisions for this letting. You can email your quotes to dhendershot@minot.com or fax your quotes to 701-852-6618. To speak to someone in our office regarding quoting please contact David Hendershot at 701-852-3315. Any and all disadvantaged businesses are encouraged to submit a quote. MAIN ELECTRIC CONSTRUCTION, INC. is an Equal Opportunity Employer.

MARK SAND & GRAVEL CO. - PO BOX 458, FERGUS FALLS, MN 56538, is seeking quotes on any and all items or materials within the scope of the project(s) on job number(s) 1 for the September 13, 2019 NDDOT Bid Opening to be held at 09:30 AM. We will assist you in interpreting plans and specifications, preparing proposals, provide advice to obtain bonding and insurance, project scheduling, pit information (location, length of haul, type of road, etc.) method of measurement (seeding by the mile or acre, hauling by the ton-mile or by the hour, etc.), expected overtime, payment schedule, items of work included in the quote or any other project related issues. MARK SAND & GRAVEL CO. will be accepting quotes up until deadlines as specified in the DBE Special Provisions for this letting. You can email your quotes to estimator@marksandgravel.com or fax your quotes to 218-736-2647. To speak to someone in our office regarding quoting please contact JUSTIN RODEMAN at 218-736-7523. Any and all disadvantaged businesses are encouraged to submit a quote. MARK SAND & GRAVEL CO. is an Equal Opportunity Employer.

MAYO CONSTRUCTION COMPANY, INC. - BOX 310 13960 HWY 5 WEST, CAVALIER, ND 58220, is seeking quotes on any and all items or materials

within the scope of the project(s) on job number(s) 1 for the September 13, 2019 NDDOT Bid Opening to be held at 09:30 AM. We will assist you in interpreting plans and specifications, preparing proposals, provide advice to obtain bonding and insurance, project scheduling, pit information (location, length of haul, type of road, etc.) method of measurement (seeding by the mile or acre, hauling by the ton-mile or by the hour, etc.), expected overtime, payment schedule, items of work included in the quote or any other project related issues. MAYO CONSTRUCTION COMPANY, INC. will be accepting quotes up until deadlines as specified in the DBE Special Provisions for this letting. You can email your quotes to subquotes@mayo-const.com or fax your quotes to 701-265-8044. To speak to someone in our office regarding quoting please contact Greg Mayo at 701-265-8438. Any and all disadvantaged businesses are encouraged to submit a quote. MAYO CONSTRUCTION COMPANY, INC. is an Equal Opportunity Employer.

STRATA CORPORATION - PO BOX 13500, GRAND FORKS, ND 58208, is seeking quotes on any and all items or materials within the scope of the project(s) on job number(s) 1, 2 for the September 13, 2019 NDDOT Bid Opening to be held at 09:30 AM. We will assist you in interpreting plans and specifications, preparing proposals, provide advice to obtain bonding and insurance, project scheduling, pit information (location, length of haul, type of road, etc.) method of measurement (seeding by the mile or acre, hauling by the ton-mile or by the hour, etc.), expected overtime, payment schedule, items of work included in the quote or any other project related issues. STRATA CORPORATION will be accepting quotes up until deadlines as specified in the DBE Special Provisions for this letting. You can email your quotes to quotes@stratacorporation.com. To speak to someone in our office regarding quoting please contact Robert Martens at 701-741-4239. Any and all disadvantaged businesses are encouraged to submit a quote. STRATA CORPORATION is an Equal Opportunity Employer.

Training Resources



**North Dakota Procurement
Technical Assistance Center**
www.ndptac.org



**North Dakota District
SBA Office**
www.sba.gov/offices/district/nd/fargo



**North Dakota Procurement
Technical Assistance Center**
www.ndptac.org



**Center for Technology
& Business**
trainingnd.com/technology-



SBA online training courses
www.sba.gov/learning-center



**Transportation Learning
Network**
www.translearning.org



**ND Small Business
Development Centers**
www.ndsbdc.org



**Veterans Business Outreach
Center of the Dakotas**
www.und.edu/dakotasvbo/

BRIDGE 101

On-site – Classroom

7 Hours – Road Scholar Credits

October 29, 2019 (Tuesday) 8:00 – 4:00 PM CST
Ward County Highway Department – 900 13th St SE, Minot, ND

Registration Deadline: 1 week prior to workshop

Class limit: 30 attendees per workshop

\$25 Registration Fee (includes printed training material, refreshment breaks and lunch)



Want to learn everything there is to know about bridges in one day? Bridge 101 is for you. While we can't promise that you will learn EVERYTHING about bridges, we will help you understand the key elements, such as:

- Bridge part names
- Why we complete scour surveys
- What is a bridge
- How to read an SIA sheet
- What alert codes mean
- Loading factors
- Maintenance best practices
- Load limits
- Signing requirements
- How to inspect a bridge
- Failure modes

Along with classroom training, we will go to the field and walk through a bridge inspection. Bridge 101 will help blade operators, truck drivers, road superintendents, county, city and township officials, and those in local governmental road or street departments, learn about bridges.



Bryon Fuchs. Assistant Local Government Engineer for the NDDOT. He graduated from NDSU and is a registered professional engineer. Fuchs previously worked for a consultant for three years and has worked for NDDOT for 16 years in Materials and Research and Local Government.



Dale Heglund. NDLTAP Program Director. Forty years of transportation experience ranging from equipment operator to design engineer. Career focus has been to promote a quality roadway network by helping others understand roadway engineering principles, the synergies of working cooperatively with others, leadership skills, and new technology implementation processes.

Need help? Contact us at ndltp@ugpti.org or 701-328-9855

TRIBAL ENTERPRISE WORKSHOPS

www.sba.gov/naa

WORKSHOPS ARE PROVIDED BY THE UNITED STATES SMALL BUSINESS ADMINISTRATION (SBA)
OFFICE OF NATIVE AMERICAN AFFAIRS (ONAA), WASHINGTON DC

Want to Start and Grow Your Tribal Enterprise?

Attend a 2-Day Tribal Enterprise Workshop In Fargo, North Dakota!

Mandaree Enterprises and the Native American Development Corporation will host this no-cost workshop delivered by RedWind for tribal leadership, tribal council members, and leadership in tribally-owned corporations, enterprises, and businesses.

- **FREE 2-Day Tribal Enterprise Workshop**
- **Thursday, September 12th and Friday, September 13th (9am-4pm)**
- **Event Center at Dakota Medical Foundation, 4141 28th Avenue South, Fargo, ND 58104**
- **Class materials & refreshments provided**
- **Check out the Workshop at: <https://www.nativesmallbusiness.org>**

Workshop Topics	
Day One	Day Two
<ul style="list-style-type: none">• Gaining Project "Buy In."• Clarify decision making between tribal government and the business enterprises.• Identify the strategic advantages of the tribal enterprise.(SBA 8 A)• Finding and assessing business growth opportunities. (PTAC)	<ul style="list-style-type: none">• Clarify the planning activities that will take your tribal enterprise to the next level of success.• Aligning the tribal enterprise to achieve the mission and strategy of the tribal business enterprise.• Innovating and staying ahead of competitors.

For more information or to register contact: Ronald "Ron" Laverdure, Mandaree Enterprises, 701-730-2451, ron.laverdure@mellc.co or Dustin Baird, Native American Development Corporation PTAC, 605-431-5862, or Sherri Komrosky, SBA Business Opportunity Specialist, (701) 239-5658, Sherri.Komrosky@sba.gov

Or register on-line:

https://www.nativesmallbusiness.org/fargo_2019

Tribal Enterprise Workshops and Native American Entrepreneurial Empowerment Workshops are provided to native communities across the country through support from the United States Small Business Administration (SBA) Office of Native American Affairs (ONAA). ONAA contracted with RedWind to provide workshops through contract number: SBAHQ-17-F-0050.

7(j) MANAGEMENT AND TECHNICAL ASSISTANCE PROGRAM TRAINING



Advanced Foundations in Contracting: Federal Contract Readiness

SBA 7(j) provider Ruffin Consulting will be on hand to provide coaching on becoming, maintaining, and managing Federal Contract Readiness.

Key Terms/Topics: Federal Market Research; Federal Procurement Process; Federal Open Market – Small Business; 8(a) eligibility; Strategic Planning; Capture Management; Performance Metrics in the Business Plan; Stakeholders Analysis; Federal Contractor Qualifications, and much more!

Register at: <http://www.123formbuilder.com/form-4868902/federal-contract-readiness-mn>

Hosted by
**CONCORDIA
COLLEGE**
OFFUTT SCHOOL of BUSINESS

Tuesday, September 17, 2019

8:30 a.m. – 3:30 p.m.

**Barry Auditorium at Concordia
College 901 8th Street S.
Moorhead, MN 56562**

**** Each participant will receive a customized USB Drive to access information during the presentation.
To access during the presentation, please bring a device that has USB capabilities.***

Contact Ruffin Consulting at jwheeler@ruffinpc.com or 615-528-1110 x2 to learn more.
All SBA programs and services are provided on a nondiscriminatory basis.